

# MELTON CONSTABLE PARISH COUNCIL

**Clerk: J Carr**  
**The Old Dairy**  
**Holt Road**  
**Burgh Parva**  
**Melton Constable**  
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**MINUTES** of the annual meeting of Melton Constable Parish Council held on 10<sup>th</sup> May 2011, 7.30pm at the Country Club.

Present: M.Hayes Chair  
J. Heal  
F. Bruce  
I. Bruce  
A.Carr  
J. Cox  
  
J. Carr Clerk

Also present 10 members of the public and 2 Officers from Holt SNT

1356 To elect a Chair

**Resolved to elect Mary Hayes as Chair of the Parish Council**

Proposed: Cllr Cox, seconded: Cllr Heal, all in favour

Chair's Acceptance of Office duly received

1357 To elect a Vice-Chair

**Resolved to elect Judy Heal as Vice-Chair of the Parish Council**

Proposed: Cllr Cox, seconded: Cllr I Bruce, all in favour

Vice-Chair's Acceptance of Office duly received

Chair Hayes then thanked members of the last Parish Council who had not been elected for office. Heather Bowes will be greatly missed for her hard work, energy and optimism. She gave special thanks to Adrian Loynes who has worked on the Council for 20 years, the last 6 or 7 as Chairman. He has worked long and hard in often stressful situations for the benefit of the Parish.

Chair Hayes then welcomed and introduced the new members: Imogen and Frank Bruce, John Cox and Ashley Carr.

1358 To Consider Apologies for Absence

**Resolved to accept apologies from Mrs P Stocking (prior commitment) and to postpone acceptance of her Declaration of Acceptance of Office to the June meeting**

Proposed: Chair Hayes, seconded: Cllr Heal, all in favour

- 1359 Minutes of the Parish Council Meeting held on 12<sup>th</sup> April 2011  
 Resolved to change item 1343: 'police were called to a disturbance recently' refers to the Recreation Ground and not the Play Area.  
**Resolved to then accept the minutes as a true and accurate record of the meeting**  
 Proposed: Cllr Heal, seconded: Cllr Carr, all in favour
- 1360 To receive declarations of interest in items on the agenda  
 Cllr Cox declared a personal interest in item 15, the report on the Village Games insurance and PC support, as he is Chair of the MC Community Association
- 1361 To consider matters arising from the last minutes for information purposes only  
 Cllr Carr asked who is to take over the lighting project. Chair Hayes proposed to compile and submit a list of work area responsibilities and ask members to consider which ones they wish to take on. **Resolved to agree responsibilities at June meeting.**  
 Thanks were proposed to Cllr Heal and Adrian Loynes for their work in the successful placement and celebration of first lighting of the Village Beacon.  
 The signs to the Industrial Estate have now been changed.  
 Subjects raised for Council's consideration from the Annual Parish Meeting will be discussed at the June meeting.
- 1362 Public Participation  
 7:40 pm: **Resolved to suspend the meeting to allow the public to inform the meeting**  
 Police SNT Reported 3 crimes: 2 violence against the person, 1 related to identity theft; calls to police, included 2 anti-social behaviour, 1 domestic, 1 concern for safety, 1 deer hit by vehicle, 1 missing person, 1 abandoned call and 1 road related. Current priorities are speeding and inappropriate vehicle use and antisocial behaviour in Briston and Melton Constable.  
 A street surgery meeting is planned for 17<sup>th</sup> June, 2 – 4pm and it is hoped to be held in the Country Club.  
 Chair Hayes reported that there continues to be inappropriate drinking on Play Area and Recreation Ground, and that the number of calls to the police does not reflect the number of incidents. She reported concern that when the police were called to the Recreation Ground site they were unable to locate it. PC Wedderburn will request that the response units are aware of these locations and to familiarise themselves with the access routes.  
 The SNT team gave details of the ASB numbers reported: in 2009 – 7 calls received for anti-social behaviour (ASB), of which 6 were alcohol related; 2010 – 20 ASB calls, 6 related to alcohol; 2011 to date: 7 ASB calls, 6 related to alcohol.  
 Over 1000 leaflets have been distributed by the police inviting anonymous reporting from the public. The police have received none in reply. The police would welcome any other ideas from the public to deal with this problem.
- Maintenance requests were made: the big slide on the recreation ground needs the overgrown weeds cut back; small tables on the play area are wobbly with loose and protruding screws which are a hazard to children; loose mats at the roundabout are a potential hazard; a broken solar light panel requires repair.

spite of a new dog waste bin being provided in this area. It was advised that there is little more that the Council can do to rectify this problem, other than reporting the dog owner to NNDC if an identification can be provided.

Meeting reconvened at 8:00 pm.

1363 To receive members' reports

Churchyard: gates have been painted and replaced, regular grass cutting, all fine

Play Area: handyman continues to be off sick and is likely to be so until June. Only the bins are being emptied. Handyman's wife has offered to undertake work on the War Memorial at the same rate of pay as her husband's.

**It was resolved to offer her this work at the same rate of pay**

Proposed: Cllr Cox, seconded: Cllr F Bruce, all in favour

Bus Shelter: Fine. New recycling bins do get full quickly but they are emptied regularly and the area is cleared very well. A good job is being done here.

1364 Allotment Inspection

This will take place on Sunday 15<sup>th</sup> May at 11:00 a.m

All Councillors and Clerk agreed to be present

1365 Bus shelter guttering

This is now missing and rain will cause problems for those waiting, particularly as it is necessary to flag down the bus, which can't be seen from inside the shelter.

It was resolved that this will be added to the maintenance list.

1366 To receive an update on the Website Development project

This is ongoing and a report is postponed to the June meeting.

Suggestions were made for the member taking responsibility for this project to consider provision of a public chat room and for the clerk's email address to be an activated link.

The clerk advised members to provide or update their details to the webmaster, Alan Goodwin as soon as possible.

1367 To receive a debrief on the lighting project

The Clerk had advised in the public forum that the Melton Street lights are on order with a 6-8 week delivery estimate.

Resolved to postpone further updates until June meeting.

1368 To receive an update on the MC leaflet

NNDC are producing this and it is now with the graphic designer who has still not returned the proof to Council though requested to do so for this meeting. It will be requested as a matter of urgency for the June meeting.

1369 To receive a report on the Village Games project – insurance and PC support

Cllr Heal reported that it is possible to be affiliated with Norfolk Carpet Bowls Association and to be included on their insurance cover at a cost of no more than £50. It was agreed at the last meeting that the PC should support this event.

**It was resolved that an amount of £50 be allocated, whether to be included in the NCB Association's cover or whether the MC PC Insurance might add this cover for the same cost. Clerk to investigate and action.**

Proposed: Cllr Heal, seconded Cllr Carr, 1 abstention, 3 in favour, motion carried.

Approximately 30 people have agreed to take part in various sports at the Norfolk Village Games event in Cromer on 2<sup>nd</sup> June 2011. It was proposed that a coach be hired to transport MC participants and residents to and from the event. Discussion ensued as to the cost of this proposal.

**It was resolved to investigate the cost and for the PC to subsidise it up to £100 subject to all those travelling in the coach paying the balance, equally shared between them. If they are unable or unwilling to do so then the offer of the subsidy would be withdrawn.**

Proposed: Cllr Heal, seconded: Cllr F Bruce, 1 abstention, 3 in favour, motion carried.

Mention was made of a running group which meets on Wednesday evenings at 6.00pm at the Recreation Ground and a cycling group meeting at the bus shelter on Wednesdays at 7.00pm.

1370 To receive an update on the Railway Arch project  
Postponed to June meeting

1371 To receive a report on the PC Insurance renewal quote and cover and approve payment  
**It was resolved to accept the Clerk's recommendation and proceed with Came & Co who offered similar or improved cover at a significantly lower price than the existing company.**  
Proposed: Chair Hayes, seconded: Cllr Heal, all in favour

1372 To consider and vote upon the future of Audit  
It was agreed that the Clerk should action.

1373 To consider Planning Applications  
None received in time for meeting.  
Notice of Decision: PF/10/0503 Erection of two semi-detached dwellings and garages, land at Burgh Beck Road. Permitted subject to conditions.

1374 To approve the accounts for year ended 31<sup>st</sup> March 2011  
**Resolved to approve the year end accounts**  
Proposed: Cllr Heal, seconded: Cllr Carr, all in favour

**Resolved to approve the financial statement for April 2011**  
Proposed: Cllr Heal, seconded: Cllr F Bruce, all in favour

**Resolved to approve the following payments**  
Proposed: Cllr Heal, seconded: Cllr Carr, all in favour

Cheque No	Payee	Item	Amount
101500	Eke's Garage	Petrol account for handyman	50
101501	NNDC	annual dog bin collections	349.44
101502	MHB Services	Lighting maintenance	55.14
101503	Alan Goodwin	website hosting / updating	82.18
101504	GW Harrold & Ptnrs	allotment rental 1/2 year	342.5
101505	Carol Longhorn	Internal audit	50
101506	Came & Co	Insurance	995.6
DD	Eon	Electricity	86.96
<b>Total</b>			<b>2011.82</b>

1375 Items for Information  
None

1376 Items for next agenda  
Cllrs' Training – approve payments  
Allotment agreement and rent increase  
Items from Annual Parish meeting  
Members' areas of responsibilities

1377 To agree on July meeting  
Clerk and two Councillors will be absent for the majority of the month.  
**It was resolved to cancel a meeting for July but if any planning applications arrive for discussion and are unable to be postponed until August a special meeting would be called.**  
Proposed: Chair Hayes, seconded: Cllr Carr, all in favour

1378 Date of next meeting  
**Resolved that the next meeting would be held on the 14<sup>th</sup> June 2011, at 7.30pm at the Country Club**

The meeting closed at 9.00pm

Clerk .....

Chair .....

Dated .....